

The Tempe Way



MISSION:

To make Tempe the best place to live, work and play.

VALUES:

People... Integrity... Respect... Openness... Creativity... Quality...

PARK RANGER

Purpose:

To actively support and uphold the City's stated mission and values. To provide security for employees and the general public in and around City buildings, facilities, park areas, and property by patrolling and observing activities, assessing situations, and resolving problem activities or calling the police to respond.

Supervision Received and Exercised:

Receives general supervision from management staff in the Police Department.

Examples of Duties:

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

Duties may include, but are not limited to, the following:

- Patrol area or remain at a set station; observe the activities of persons in, and around City buildings, facilities, and park areas; prevent unauthorized access to restricted areas; patrol parks by ATV, bicycle, foot, boat, and watercraft.
- Assess activities and identify inappropriate, unsafe, or suspicious behavior; tactfully resolve the issue with the individual(s) involved; notify the police department to respond if inappropriate activity escalates and/or may become dangerous.
- Identify and report unsafe conditions and vandalism.
- Enforce City codes and park policies and regulations; may issue citations for minor City code violations.
- Communicate with the public and employees regarding the locations of City departments, events or other business; provide directions; provide information and explanation of policies and regulations to the public and employees.
- Maintain logs and write various internal administrative, status, or incident reports.

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- May operate and monitor keycard security systems, closed circuit TV monitoring systems, metal detectors, x-ray machines and/or other security equipment as necessary.
- May assist Police Department personnel with traffic control; may assist in setting up for special events; work with community and other City departments to resolve safety issues.
- May assist in the provision of training Citywide regarding security issues and topics; may attend meetings and training sessions; may provide suggestions relating to improving policies and procedures.
- Answer calls for service in the parks; communicate via police radios.
- Perform related duties as required.

Experience and Training Guidelines:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

One year of responsible customer service experience involving public contact.

Training:

Equivalent to the completion of the twelfth grade.

Licenses/Certifications:

Must complete and pass a security training program conducted by the Tempe Police Department prior to the end of the probationary period.

The Department may also require additional testing.

Possession of, or the ability to obtain, an appropriate, valid Arizona driver's license.

This position is included in the City's classified service, pursuant to City of Tempe Personnel Rules and Regulations, Rule 1, Section 104.

Job Code: 3431

Salary Range: 13

Compensation Plan: P40 / Regular

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FLSA: Non-Exempt